



# Town of Johnstown

## MEMORANDUM

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TO: Honorable Mayor and Town Council Members

FROM: Matt LeCerf, Town Manager

DATE: October 19, 2020

CC: Town Staff  
Local Media

SUBJECT: Town Manager's Report

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Upcoming Town Council Work Sessions – If there are topics that the Council would like staff to schedule for discussion, please let me know. The following topics are recommended for Council discussion (all meetings will be held in the Town Council Chambers unless otherwise indicated):

- 11/02/2020 – Regular Town Council Meeting
  - 11/16/2020 – Regular Town Council Meeting
  - 12/07/2020 – Regular Town Council Meeting
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### **Administration, Finance, & Planning**

- *Chapman Reservoir* – The Town and Mountain View Farms own Chapman Reservoir. The parties are working with Warburg Farms Subdivision to clarify the hunting and fishing club permissions they have on Chapman Reservoir. We expect to have an agreement completed by the end of the year.
- *CARES Act Funding* – Regular meetings are taking place with both Larimer and Weld County and the respective municipalities from each county regarding CARES Act funding and ensuring that the funds will be expended by the end of the 2020 focusing on highest and best uses within each municipality and the county.
- *Chapter 13 Johnstown Municipal Code* – The updates to Chapter 13 which consists of the water, sewer, and storm water ordinances are in a final review by Staff. It would be merited to schedule a work session with the Council to go over the changes to Chapter 13 as the Chapter is being completely rewritten.

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- *2021 Budget* – Work is continuing on the 2021 Budget. The first public hearing is planned for November 16, 2020.
- *Comprehensive Plan* – The Steering Committee has been meeting regularly to provide final insight and input for the upcoming draft of the Comprehensive Plan update, which is anticipated to be available for public review in the next 2-3 weeks.
- *Community Outreach* – Planning Staff and Logan Simpson met with several Roosevelt students this week to get feedback for the Comprehensive Plan effort – they had wonderful input that will help shape that plan. The Planning Director met with the JDDA at their monthly meeting to update them on current Town projects, and discuss the façade grant program, and proposed updates to the Outdoor Vendor ordinance. Staff also hosted an informational/Q&A neighborhood meeting in regards to the proposed Podtburg Annexation and Zoning.
- *Planning & Zoning Commission* – PZC held four hearings on October 14<sup>th</sup> for two proposed annexation/zoning projects (Podtburg & Greybill); a Conditional Use Grant; and Filing 8 of Thompson River Ranch.
- *Municipal Court* – Court processed 77 tickets in the month of September.
- *Johnstown Cemetery Committee* – The Cemetery Committee has met a couple times since the end of September to work on drafting a set of Rules and Regulations for the cemetery. They also discussed setting the cost for a space in the columbarium.

## **Police Department**

### ***Training***

- *Department Rifle Training* – The department received in-service training for Patrol Carbine use and qualifications.
- *Narcotics K9 Use Training* – Members of the police department received in service training on search and seizure updates and use of the K9 for narcotics detection and patrol operations.

## **Public Works Department**

### ***Streets, Stormwater, & Parks***

- *Streets* – Crews recently placed 14 tons of hot asphalt in Carlson Farms at the intersection of Ballantine and Morrison. They added pedestrian crossing signs and painted a new crosswalk at the walking path by the pool in attempt to slow traffic down in that area. County Roads 46, 44 and 42 were each graded 3 times.
- *Sweeper* – Our new street sweeper is out and about! Staff have been trained and are excited to have this unit cleaning the streets.
- *Cemetery* – The columbarium has been installed. Crews along with Greeley Monument Company were on site to place on the new concrete slab. We will be adding a walkway to the street with fresh landscaping before winter arrives.
- *Parks* – A new streetlight was installed on Country Acres adjacent to Hays Park. This light was placed mid-block to help with illumination of the area. We continue disinfecting all park playgrounds at least three times per week.

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- *Hydrant flushing* – Crews began hydrant flushing the first week of October. Our goal is to flush half the Town hydrants this month and finish the remaining hydrants next spring. A few non-working fire hydrants were found and have been fixed.
- *Senior Center* – A small water issue at the Senior Center cause minor flooding of the entry carpet and playing card area. A leaking toilet overflowed and spilled about 100 gallons of water. Staff was able to shut off the water and replace the toilet. Carpet cleaning was done to clean and sanitize the area.
- *Sewer System & Manhole* – DES has been hired to clean approximately 15,000 linear feet of sanitary sewer lines in Town. We hire DES every year to clean at least 1/3 of the Town sewer system. A new sewer manhole will be installed on Hwy 60 between Denver Ave and the railroad tracks. This new manhole will allow for better maintenance of our system in that area.
- *Lone Tree Pump House* – Work is underway on the upgrade of the Lone Tree Pump Station. These upgrades include three new 100 HP pumps to replace the outdated 75HP pumps. The higher HP pumps allow us to prepare for future expansion of this station. New electrical work is being done to move all electronics above ground to avoid failures due to flooding. SCADA system upgrades will also allow us to monitor the station from the water plant. Work is scheduled to be completed in early November.
- *Low Point* – A blower unit at the Low Point WWTP recently went down. This blower helps with the treatment process of the two sequencing batch reactors; a type of activated sludge process for the treatment of wastewater that we use at Low Point to treat the wastewater. There are two blowers that operate the SBR's with one additional backup. Our goal is to get all three blowers on alternating run times to reduce the burden on any specific blower.
- *Water Plant* – Water flows have started to drop. Some residents are still watering their lawns, but we expect this to continue to drop over the next two weeks. Currently we are treating around 2.5 MGD of water and we are hoping to lower these number to under 2 MGD.

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